



City and County of San Francisco
Shelter Monitoring Committee

POLICY SUBCOMMITTEE MEETING MINUTES
 [DRAFT]
 SHELTER MONITORING COMMITTEE
 JUNE 8, 2022, 3:00 PM – 4:15 PM (VIA WEBEX)

Present:
 Subcommittee Member Cris Plunkett
 Subcommittee Member Lisa Rachowicz

Absent:
 Subcommittee Member Traci Watson

CALL TO ORDER/ROLL CALL/AGENDA ADJUSTMENTS 3 min
 Meeting began at 3:13 PM. There was a quorum present. It was noted that Chair Avalos regretfully resigned effective June 1, 2022.

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| I. | MINUTES | ACTION | |
| A. | May 11, 2022 Minutes | Subcommittee | 5 min |
- The Subcommittee reviewed the draft April 2022 Minutes.
Explanatory document- Draft Minutes
Public Comment: None
Proposed Action: *Approve Draft Minutes*
M/S/C: Plunkett/Rachowicz/all present in favor
Draft Minutes approved

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| II. | OLD BUSINESS | DISCUSSION/ACTION | |
| A. | TRAINING FOR SHELTER STAFF | Member Watson | 15 min |
- The Subcommittee planned to continue discussion of ways to improve professionalism.
Member comment: There is some concern there has been less “basic” training over the last two years. Member Plunkett proposed tabling this discussion until Member Watson is present. The subject deserves in-depth review.
Public comment: Joaquin R. says wages are an issue, i.e., insofar as they are inadequate. Training should be broadened to cover additional subjects, e.g., what the perspective of the unhoused is and the psychological/emotional impact of being unhoused. The question of equity should be covered. Kaleese S. expressed her view that training focused on empathy should be a priority. Megan P. states that the city should provide and standardize training so that guests are not treated differently based on where they stay. “Checking off a box” is not enough. Angie D. asked about trauma-informed care: who provides the training?
This subject was tabled.

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| III. | NEW BUSINESS | DISCUSSION/ACTION | |
| A. | REPEAT COMPLAINTS/INFRACTIONS | Subcommittee | 10 min |
- The Subcommittee previously agreed on procedures for responding to repeat infractions that come to light in complaints received or during site visits. The question is whether to

make staff notification of the Committee and HSH of any re-occurring infractions a formal policy. The hope is that this will increase the incentives for shelters to address a problem when they evidence difficulty in complying with particular Standards.

Explanatory document- Site Visit and Client Complaint flowcharts

Public Comment: Joaquin R. spoke in favor, stating that the goal should be to support the shelter in its efforts to improve service.

Proposed Action: *Send this motion to the full Committee for review and vote.*

M/S/C: Plunkett/Rachowicz/all present were in favor.

Motion approved for review by the SMC at their next meeting.

B. AGENDA SETTING FOR FUTURE MEETINGS *DISCUSSION*

MEMBERS *10 min*

Member Rachowicz suggested continuing with Navigation Center discussions. For example, facilities are designed differently and could be seen as not maximizing the space. Member Rachowicz will be prepared to discuss next steps (including SOC customization) in subsequent meetings. Member Plunkett suggests working through SOC refinements, e.g., qualify the seven-night minimum, add bike storage, etc.

IV. PUBLIC COMMENT *10 min*

Members of the public may address the Committee on items that are within the subject matter jurisdiction of the Committee for up to three minutes. [With respect to an action item on the agenda, members of the public may address the Committee for up to two minutes at the time such item is called. With respect to a discussion item on the agenda, members of the public may address the Committee for up to one minute at the time such item is called.] Members of the public may only speak once per agenda item. If a concise written summary (up to 150 words) is provided, staff will use this to memorialize the comments.

Public comment: Joaquin R., Director of Housing at the Taimon Booton shelter and candidate for Seat 5, introduced himself.

V. ADJOURNMENT

Proposed Action: Approve adjournment

M/S/C: Plunkett/Rachowicz/all present in favor

Meeting adjourned at 4:24 PM

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City Hall, Room 244
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Phone 415.554.7724
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Action Item	Assigned To
Share draft inspections forms for Navigation Centers.	Staff (Angie David)
Arrange for tours to be offered of Navigation Centers.	Member Rachowicz